

# **Lafayette Stormwater Technical Advisory Committee**

February 16, 2010



# Meeting Agenda

- Policies and Procedures Manual
- Alternate Rate Class Application
- Billing Implementation

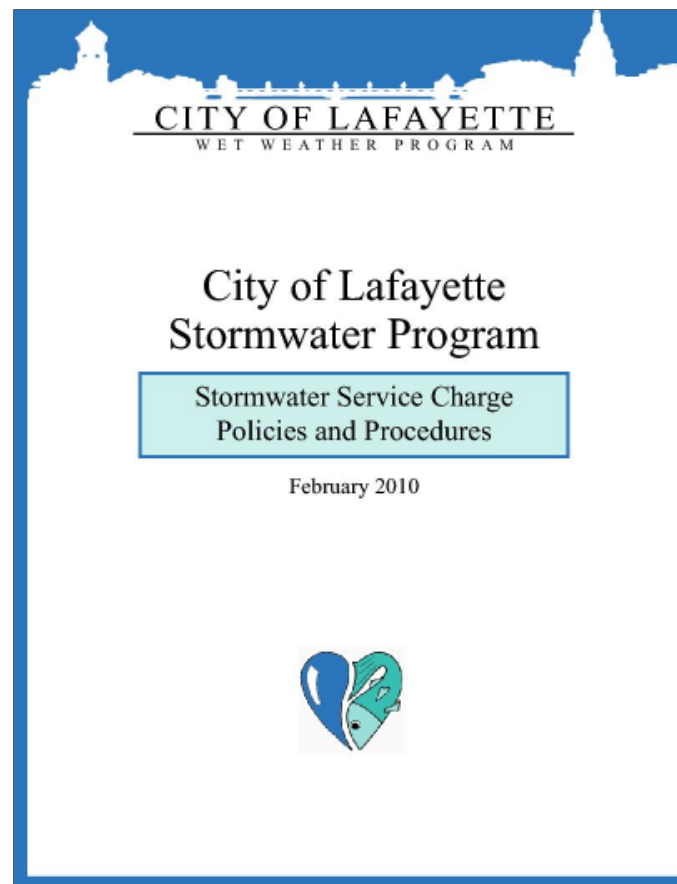


# **Policies and Procedures Manual**



# Policies and Procedures Manual

- Purpose
  - Present City Ordinance 2009-20 and its application
  - Will be a living document



# Policies and Procedures Manual

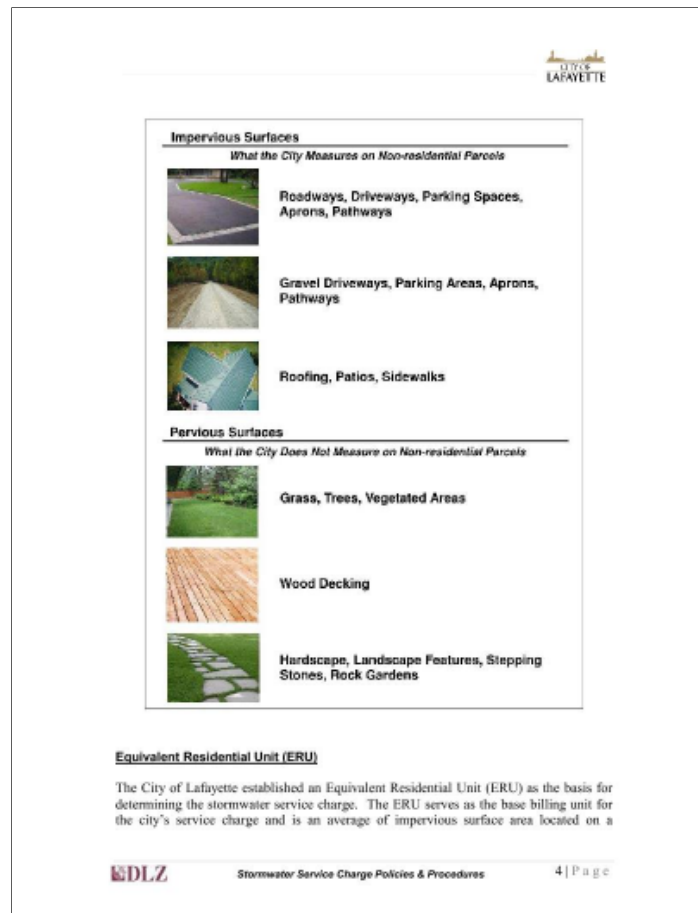
- Table of Contents
  - Provides a quick reference for document topics

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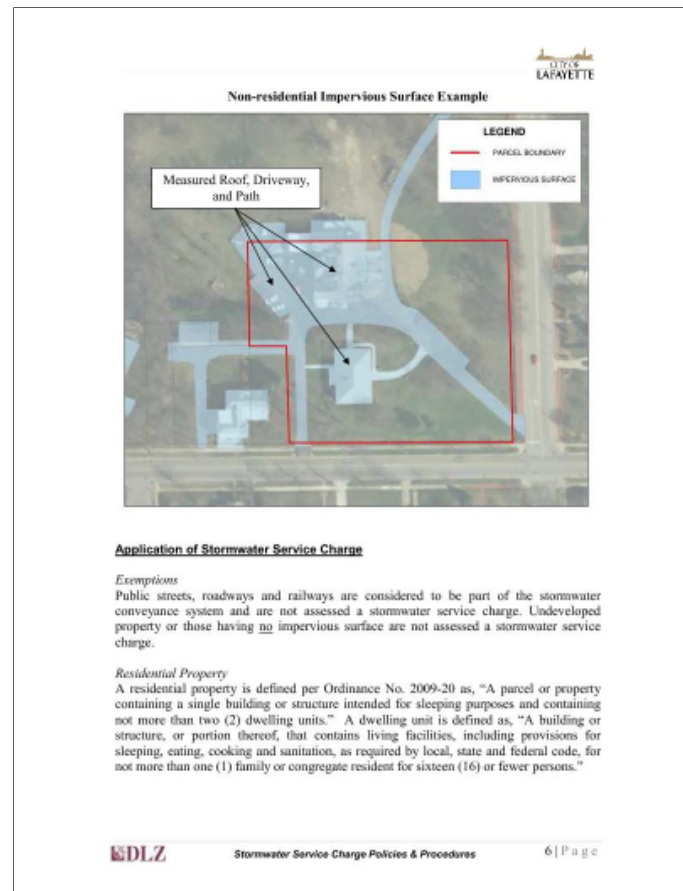
# Policies and Procedures Manual

- Impervious surface
  - Illustrates what it is and isn't




# Policies and Procedures Manual

- Examples of measurement
  - Examples for both residential and non-residential parcels



# Policies and Procedures Manual


- Example calculations
  - Illustrates calculations for both residential and non-residential parcels
  - Notes 2010 rates and rate adjustment in 2011 (\$4 vs. \$5)

  
*Non-residential Property*  
A non-residential property is defined per Ordinance No. 2009-20 as, "A parcel or property that is not a residential property."

Owners of non-residential properties are assessed monthly per the number of billing units or ERUs of impervious surface area located on the property multiplied by the applicable monthly rate. To calculate the monthly stormwater service charge for a non-residential property, the following formula is used:


$$\frac{30,516 \text{ Square Feet Impervious Area}}{3,200 \text{ Square Feet (1 ERU)}} \times \$4.00^* = \$38.15/\text{Month}$$

**Example Non-Residential Service Charge Calculation**



\* Rate = \$4.00 in 2010  
Rate = \$5.00 in 2011 through October 5, 2022

For a newly constructed non-residential site, that was not previously developed, non-residential parcels are considered responsible for the stormwater service charge beginning the month following the issuance of the Certificate of Occupancy or use per the Lafayette City Code for structure(s) located on the property.

 Stormwater Service Charge Policies & Procedures 8 | Page



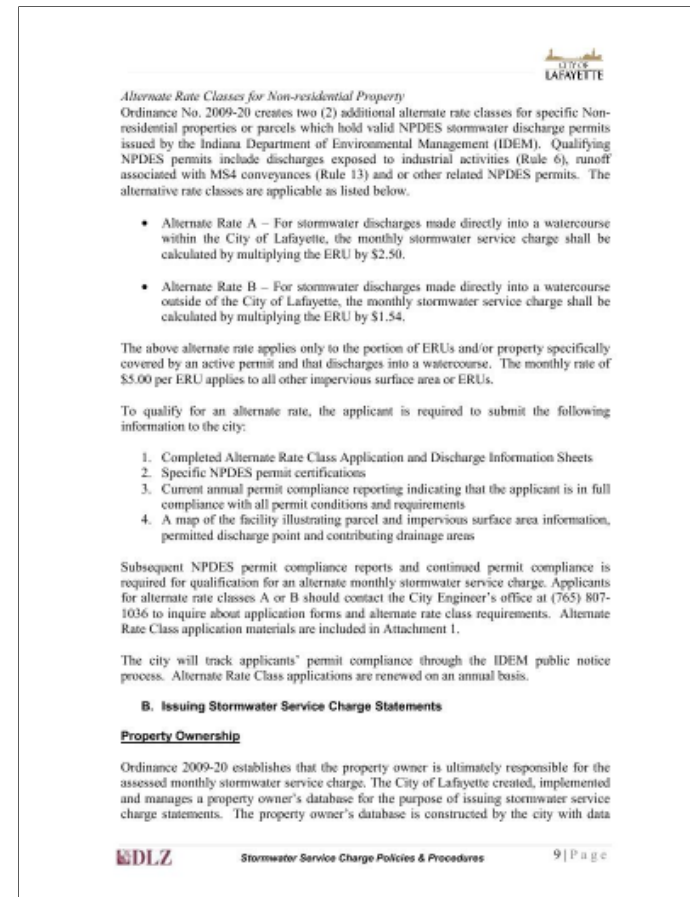


# Policies and Procedures Manual

- Alternate Rate Classes

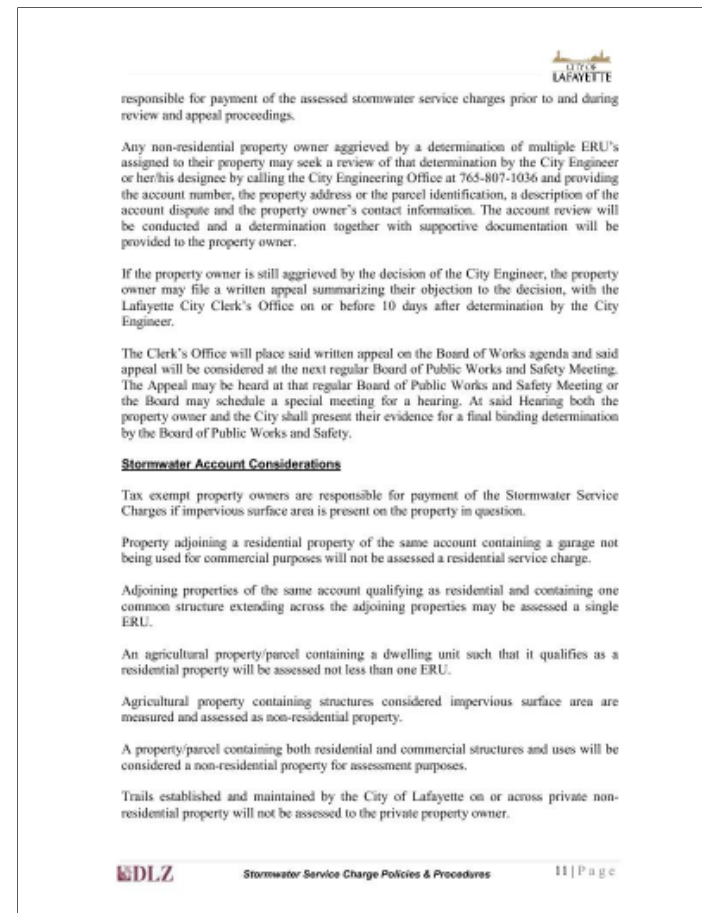
- Discusses criteria for an Alternate Rate Class

- Alternate A - \$2.50/month
    - Alternate B - \$1.54/month



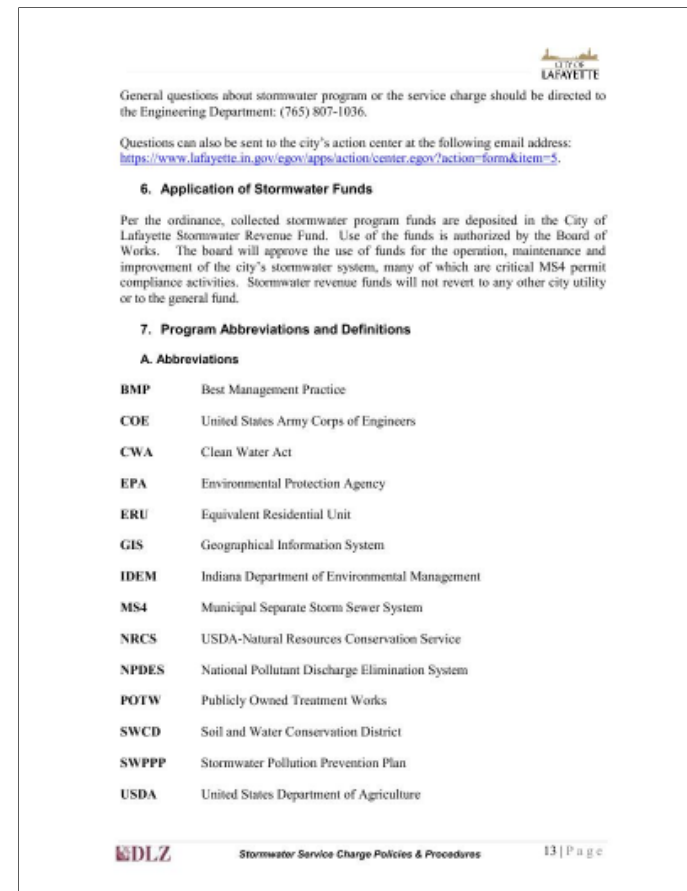
# Policies and Procedures Manual

- Section 4. Account Review and Appeals
  - Describes process for account review and appeals
  - Includes account considerations



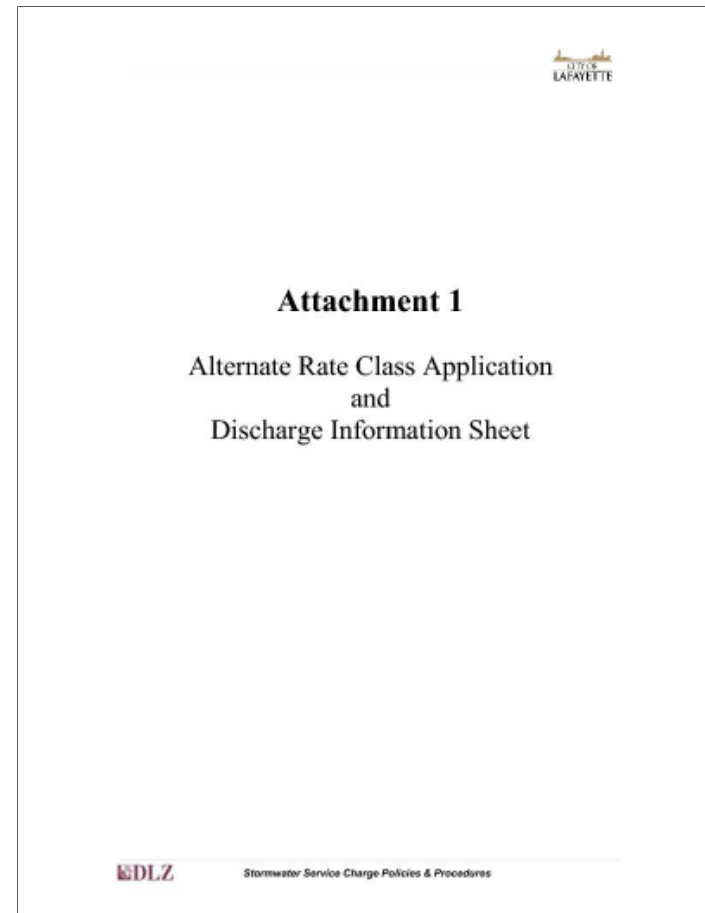
# Policies and Procedures Manual

- Includes Outreach and Education
  - Acronyms and definitions
  - Ordinance can be found online



# Policies and Procedures Manual

- Attachment 1
  - Alternate Rate Class Application and Discharge Information Sheet



**CITY OF LAFAYETTE**  
WET WEATHER PROGRAM

**Questions?**



# **Alternate Rate Class Application**



# CITY OF LAFAYETTE

## WET WEATHER PROGRAM

# Alternate Rate Class Application

- Application Form
  - Complete application for each NPDES permit
  - Provide any needed supplemental information
  - Application renewed annually

Attachment 1

 **STORMWATER USER FEE ALTERNATE RATE CLASS APPLICATION FORM AND INSTRUCTIONS** 

APPLICANT NAME	
Applicant Name:	
Applicant Address:	
Applicant Address:	
Applicant Phone:	Applicant Fax:
Facility Operator Name & Contact Information:	

PERMITTED DISCHARGE INFORMATION	
IDEM Permit #:	
Discharge Type:	Stormwater Only <input type="checkbox"/> Stormwater and Treated Wastewater <input type="checkbox"/>
Number of discharge outfalls approved by permit:	

ALTERNATE RATE CLASS REQUESTED	
Alternate Rate Class A:	<input type="checkbox"/> IDEM permitted stormwater discharge to watercourse <u>inside</u> City of Lafayette corporate limits Total Square Footage/Acreage Qualifying for Alternate Rate Class A: _____
Alternate Rate Class B:	<input type="checkbox"/> IDEM permitted stormwater discharge to watercourse <u>outside</u> City of Lafayette corporate limits Total Square Footage/Acreage Qualifying for Alternate Rate Class B: _____
Other/Exemption:	<input type="checkbox"/> Total Wastewater Process Treated (to city) Square Footage/Acreage Qualifying for Exemption: _____

REQUIRED APPLICATION MATERIALS	
In addition to application form, please provide copies of the following documents and necessary attachments:	
A. IDEM (NPDES) Permit Certification and permit compliance reporting demonstrating the applicant is in good standing with permit conditions and compliance with permit requirements	
B. A completed "Discharge Information Sheet" for each approved discharge outfall requested for an Alternate Rate Class	
C. Additional applicant provided maps, engineering drawings and/or illustrations necessary for clarification of application request or IDEM permit information	
Subsequent permit compliance report and certification shall be submitted by a Non-Residential Property owner on an agreed anniversary date filed with the City. Continued permit compliance is a basis for qualification to be eligible for the alternate rate class monthly Stormwater Service Charge set forth in this Section 8.08.860.	
Return completed forms and attachments to:	City Engineering Department Attn: Stormwater Utility Coordinator 20 N. 6th Street Lafayette, IN 47901
Incomplete applications will not be processed.	

FACILITY OPERATOR RESPONSIBILITY STATEMENT	
By signing this application, I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to ensure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete.	
Printed Name of Facility Operator:	_____
Signature of Facility Operator:	_____ Date: _____



# CITY OF LAFAYETTE

## WET WEATHER PROGRAM

# Alternate Rate Class Application

- Discharge Information Sheet

- Fill out sheet for each approved discharge
- Provide necessary supplemental drawings and illustrations

Attachment 1

STORMWATER USER FEE  
ALTERNATE RATE CLASS  
DISCHARGE INFORMATION SHEET

CITY OF LAFAYETTE  
City of Lafayette Engineering Department

OFFICE USE ONLY  
APPROVED: \_\_\_\_\_  
DATE: \_\_\_\_\_  
RATE CLASS: A B Exemption

PLEASE PROVIDE SKETCH OF OUTFALL DISCHARGE LOCATION IN BLANK AREA ABOVE

PLEASE PROVIDE OR ATTACH A MAP OF THE FACILITY ILLUSTRATING THE FOLLOWING:

1. MAP OF FACILITY AND PERMITTED OUTFALL DISCHARGE POINT
2. CLEARLY DELINEATED DISCHARGE TRIBUTARY LAND AREA
3. PROPERTY PARCEL BOUNDARIES AND IDENTIFICATION NUMBERS
4. APPLICANT'S IMPERVIOUS SURFACE AREA CONTRIBUTING TO OUTFALL DISCHARGE

IDEM PERMIT #: \_\_\_\_\_ Discharge Identification #: \_\_\_\_\_

Physical Discharge Location: Lat. N \_\_\_\_\_° \_\_\_\_\_' \_\_\_\_\_" Long. W \_\_\_\_\_° \_\_\_\_\_' \_\_\_\_\_"

Is Permitted Discharge: Inside Lafayette Corporate Limits? ☐ Outside Corporate Limits? ☐ (CHECK ONLY ONE)

Impervious Surface Area (ISA) Contributing to Outfall Discharge: \_\_\_\_\_ (Sq. Ft.)

Number of Equivalent Residential Units (ERUs) Contributing to Outfall Discharge: \_\_\_\_\_ (ISA Sq. Ft./2,900 Sq. Ft.)

Date: \_\_\_\_\_

(COPY AND ATTACH EXTRA SHEETS FOR EACH ADDITIONAL DISCHARGE OUTFALL AS NECESSARY)





## **Alternate Rate Class Application**

- City will work through application materials with applicants
- There are some cases of metered discharges to the city's wastewater treatment plant
- City will track applicants permit compliance with the Department of Environmental Management
- Applications need to be renewed annually (anniversary date)



**CITY OF LAFAYETTE**  
WET WEATHER PROGRAM

**Questions?**



# Billing Implementation



## **Billing Implementation**

- Billing database and program being completed
- Billing will begin in March
- Various billing and payment options being considered for the future
- Additional outreach being planned as billing begins
- Capital project work will begin in 2010 as revenue begins coming in



**Questions?**

